



HAMILTON COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE

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MINUTES

LEPC Meeting, July 9, 2003

A meeting of the Hamilton County Local Emergency Planning Committee (LEPC) was held July 9, 2003 at Wally's Restaurant in East Ridge, Tennessee.

Those in attendance were:

Jamie Farrow, Barge, BWSC, **Chairperson**
Bruce Garner, CFD, **First Vice Chairman**
Dane Creel, Kraft Foods, **Vice Chairman**
Wayne Stuntz, HCES, **Secretary/Treasurer**
David Darnell, BASF, **Vice Chairman**
Larry Martin, McKee Foods, **Vice Chair**
Richard Twitchell, Self, **Vice Chairman**
Chris Young, AGL Resources
Denise Thacker, Velsicol Chemical
Amy Maxwell, HCES
Bill Tittle, Chief, Emergency Services
Caroline Williams, LWV
Jean Croft (**Visitor**)
Richard Taylor, TEMA
Buddy Kamin, HCES
Girsih Patel, ALCO Chemical

Paul Patty, Sonitrol
Gerald Ellis, Sonitrol
Mike Edwards, McKee Foods
Mike Brooks, East Ridge Fire Dept.
John Sentell, E. Ridge PD (**Visitor**)
Cecilia McElroy, Tri State Gov. Service
Zeke Duncan, Tri State Gov. Service
Dusty Rominger, W.R. Grace
Brian Lopez-Cepero, City of Chattanooga
George Sivils, DuPont
Terri Million, DuPont
Jimmy Parks, Health Dept.
Randall Ricketts Health Dept.
Bill Douglas, American Red Cross
Maureen Handler, Environmental Response

The Chairman called the meeting to order at 10:35 a.m. and welcomed all in attendance.

Old Business

- There was a brief discussion regarding options of preparing "meeting minutes" (narrative or bullet form)—Committee decided to adopt "bullet" version beginning with of May 14, 2003 minutes. Minutes approved as written by motion, second, and Committee approval.
- LEPC Financial report was given by Secretary/Treasurer and approved as written.

July 9, 2003

- Secretary reported on the “Draft” LEPC Financial Account Audit report from County Auditor. Audit is for years ending Dec 31, 2001 and Dec. 31, 2002. Recommendations by Auditor were made:
 - First recommendation: to appoint another person to reconcile monthly bank statement. Action taken and completed.
 - Second recommendation: to initiate appropriate procedures to collect remaining balance of funds misappropriated from LEPC by former county employee.
 - After discussion, Committee empowered the Executive Committee to look into collecting funds through a collection agency as long as no expense is incurred by the LEPC.

New Business

- Mr. David Darnell gave an update on the “Training Day” conducted at the Chattanooga Fire Training Center on Friday, June 27, 2003. Because of minimal cost to the LEPC, the \$3,000.00 grant monies remain in tact. David reminded all that this presents another opportunity for training in the area of hazardous materials as long as it is done before the end of the current fiscal year which ends Sept 31, 2003.
- Chairman appealed to the committee for a person to Chair of the Nominations subcommittee. Chairperson briefly explained the procedures for electing the Chairman and Vice Chair positions. No response by committee.

East Tennessee Regional LEPC Conference

- Knox County Conference to be held Aug 26-27 at the Knoxville Convention Center. Program had not been finalized. Chair encourages others to attend if possible. See web site: www.knoxtnlepc.com/conference.

Update of sub-committee reports

- Exercise sub-committee: Chair, Bruce Garner, reported that Ixion Ceramics later declined to host the fall LEPC exercise. However, Mr. Garner said that Synair Corp seemed enthusiastic about hosting the exercise in mid or late October.
- Plans subcommittee: Chair, Larry Martin, provided a brief update. A letter was sent to Chief Coppinger, CFD and Don Allen, Director, HCES requesting a meeting with them regarding how the LEPC could best help in the area of emergency response, and, get direction on how to proceed with the LEPC plan.
- Exercise subcommittee: Chair, Bruce Garner, said that the previous site, Ixion Ceramics would not be hosting the fall exercise after all, but, said that an alternate site, Synair Corp., off N. Hawthorne had been contacted and seemed enthusiastic about hosting the next exercise in mid to late Oct.
- Public Outreach subcommittee. Ms Farrow said that a letter was sent to the county explaining the LEPC’s intent to have a booth at the County Fair in Sept. An LEPC table cloth with LEPC logo and LEPC magnets with shelter-in-place procedures inscribed on them were being made. Volunteers are needed to run the booth both days (Sept 27-28) from 9am-6pm.

- Information Security subcommittee: Chair, Mr. Garner, summarized concern from some membership companies about the general public's ability to obtain sensitive data through the EPCRA. Through coordination with EPA Region 4 and the State SERC, the subcommittee developed a one page guidance sheet entitled "Information Security Notice" that directs inquirer's to contact EPA's Region 4 to view RMP/TRI data and the State SERC for Tier II information.

LEPC Disaster Response Plan Disposal

- Discussion on disposal of current "out of date" LEPC Plan. Motion made, seconded, and approved by committee to keep two complete copies, all binders and divider inserts.

Speaker

- Bruce Garner presented an excellent overview of the multi-agency Homeland Security Drill simulating a Chemical attack at Finley Stadium on May 2, 2003. This exercise, conducted under the guidance and scrutiny of the Dept. of Justice, was billed as the first ever Homeland Security Drill conducted in this region.

Next Meeting

- Next meeting scheduled for September 10, 2003 at Wally's Restaurant in East Ridge, TN.